

THE STATE OF TEXAS §
COUNTY OF ANDERSON §
PALESTINE PUBLIC LIBRARY §

The Library Board of the City of Palestine, Texas Palestine Public Library convened in a Regular Meeting on Tuesday, January 3, 2012 at 12:00 p.m. in the Library Conference Room at 2000 South Loop 256, Palestine, Texas with the following people present:

CYNTHIA THORNTON	CHAIRPERSON
NIKKI CALHOUN	VICE CHAIRPERSON
ROSEMARY MILLER	BOARDMEMBER
RHONDA HERRINGTON	BOARDMEMBER
JANIE SEPULVEDA	BOARDMEMBER
SHIRLEY CAMPBELL	BOARDMEMBER
HAYWOOD HARRIS	President of Friends of the Library Board

Boardmember Pat Hanley and President Ron Safford of the Memorial Board were absent; a quorum of the Board was present.

CALL TO ORDER – REGULAR MEETING 12:00 p.m.

Chairperson Thornton called the meeting to order at 12:00 p.m. as a quorum was present.

APPROVAL OF MINUTES

Chairperson Thornton presented the minutes of the Regular Meeting of December 6, 2011, for review by the Board. Boardmember Campbell moved the minutes be approved as corrected, seconded by Boardmember Miller. Upon vote, motion passed 6-0.

REPORT FROM LIBRARY FRIENDS

President Harris gave no report

REPORT FROM LIBRARY MEMORIAL

In the absence of Memorial President Safford, no report was given.

REPORT FROM LIBRARY DIRECTOR

Monthly Balance Statement –Director Holden reviewed the financials

Statistical Report –Director Holden reported on the activity of items being checked out for the month of December. DVD's and Fiction books are the most checked out.

BTOP Update –Director Holden reported that the adult computers have been replaced in the computer lab. Classes have been scheduled for Intro to computers, Publisher and Excel classes. The computers are not available to the patrons on a regular basis yet. Software is being loaded.

STAFF HIRING UPDATE –Director Holden reported that an applicant has been offered the position of Library Assistant.

STAFF AWARDS UPDATE –Director Holden reported that three city employees were nominated for the Community Services Award: Anna Sanchez, Theresa Holden and Heather Hrebrec. The winner was Heather Hrebrec.

SHELF CONFIGURATION –Director Holden is waiting on approval from City Manager Ohrt and Council regarding closing of the Library for 2 weeks to reconfigure the arrangement of the book shelves. She will also investigate the stabilization of shelving.

WEB SITE –Director Holden reported that the library website is being redesigned.

REPORT FROM COMMITTEES

No

COMMUNICATIONS

Library staff sent a card to the Board

UNFINISHED BUSINESS

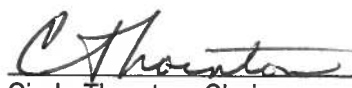
RECOGNITION of DONORS: Board concluded that sufficient measures have been made to recognize individuals who donated to the Open the Door Campaign. Motion was made by Boardmember Herrington and seconded by Boardmember Campbell. Upon vote, motion passed 6-0

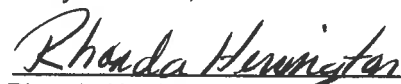
NEW BUSINESS

REVIEW BOARD TRAINING: Plans are being made for the board to be trained in the required Open Meetings Act and Public Information Act procedures. Dates will be set for the training.

ADJOURNMENT

Boardmember Campbell made a motion to adjourn, seconded by Boardmember Sepulveda. Upon vote, motion passed 6-0. With no other business to come before the Board, the meeting was adjourned at 1:06 p.m.


Cindy Thornton, Chair


Rhonda Herrington, Secretary